



Board of Trustees
August 22, 2017 4:30 pm
(rescheduled from August 21, 2017 at 4:00 pm)

MINUTES

Regular Meeting Ann Henry Board Room

Trustees Present: H. Garner, J. Parry, M. Rice, R. Qualls, B. Park, B. Bagwell

Trustees Absent: S. Clark

Staff Present: C. Dennis, G. Allen, L. Yandell, L. Greenwood, G. Jelinek, S. Houk, D. Johnson, S. Davis, S. Daniel, C. Moody, S. Litzinger

Attorney: V. Chadick

Press: S. Ryburn

[Handwritten signature]
10-16-2017

We inspire imagination and foster learning.

I. Call to order

II. Minutes

- A. Approval of minutes for June 19, 2017 and July 26, 2017: M. Rice moved to approve; J. Parry seconded. No objection.

III. Reports

A. Upcoming events: Roots Festival, Fayetteville Public Schools Hall of Honor, and True Lit.

B. Library administration

1. Management reports

- a. Performance measures – With the exception of attendance, all performance metrics are up including circulation which is counter to trends elsewhere.
- b. Strategic plan progress through July 31, 2017: Staff has ordered 40 new devices called Go Chip Beam – a device that comes pre-loaded with movies and has WiFi and starting a new off-site book club at Core Brewing.

2. Financial reports

- a. Budget to actual through June 30, 2017: Beginning next month, S. Davis will provide a summarized financial report for the board noting any anomalies or significant changes. It will also provide the % of the millage received. The library expects to collect \$1.297 million by the end of the year for expansion operations; to date we have collected \$484,000. The Long Term Reserve Fund will have almost \$600,000 by end of year. Money from the Facilities Reserve is being spent only if it makes sense to undertake a repair with the expansion pending.

3. Informational

- a. Capital campaign consultant: The Foundation has hired Rich Frazier of IPM Advancement out of Phoenix.
- b. Summer Reading Club: Programming attendance, in general, is up. Outreach is down slightly because one of the First Thursdays was canceled. Staff is studying why youth sign up is down; one theory is that many youth are involved in summer camps. Started live-streaming summer events for the first time. FPL has its own YouTube page.
- c. Asbestos abatement: The abatement plan will be on the market soon. Once bids are opened, contract negotiations will begin and abatement should be under way in late September or early October.
- d. Architect: MS&R is under contract.

- e. Construction manager: FPL and the City have begun negotiations with Crossland Construction. The contract should be before the City Council on September 19.
- f. Expansion calendar: There will be an expansion kick off meeting on September 11 with MS&R, the mayor, FPL Board of Trustees, and the Foundation Board of Directors. MS&R will have designs with them. The first public input sessions will be held October 2-4.
- g. Health insurance: Costs are increasing at least 20%, and staff will develop a recommendation for splitting the increase between employees and FPL.
- h. Furniture purchases: New furniture for the terrace was purchased using savings resulting from staff doing the general contracting on the room 222 office remodel.
- i. Room 222 remodel: Completed under budget.
- j. Executive Director's office remodel: New office configuration to be more welcoming to staff and patrons.
- k. ALA take-aways: Presentation on new technology and the value of transparency during an expansion.
- l. Budget parameters: The library currently has 53 FTEs; by 2019 there will be about 88. Bringing new staff on board will be limited by the space available until the expansion is complete.

IV. Old business

V. New business

A. Consent items

- 1. Adopt revised policy on bankruptcy (LG): In the general description of the policy, the library needs to be identified as a debtor, not a creditor. M. Rice moved to approve the revised policy with this change; J. Parry seconded. No objection.

B. Discussion items

- 1. Facilities budget adjustment: Staff requests reclassifying 4 temporary TEC employees to library employees. The additional cost of providing benefits to these employees will be offset by saving the 35% fee we pay TEC for its services. The additional cost to FPL is about \$1,100/month. M. Rice moved to approve the request; R. Qualls seconded. No objection.

C. Resolution authorizing Hershey Garner and Rob Qualls to sign the construction manager contract:

- M. Rice moved to approve; B. Bagwell seconded. No objection.

VI. Public Comment

VII. Adjournment: Meeting adjourned at 6:06 pm.